What are the actual mechanics of filing applications with the FCC?

Applications should reference the FCC docket number for this pilot program (WC Docket No. 02-60) only, and may be filed using (1) the Cornmission's Electronic Comment Filing System (ECFS), or (2) by filing paper copies.

Electronic Filers: Applications may be filed electronically using the Internet by accessing the ECFS at http://www.fcc.gov/cqb/ecfs/. Applicants should follow the same instructions provided on the website for submitting comments. In completing the transmittal screen, ECFS filers should include their full name, U.S. Postal Service mailing address, and the applicable docket or rulemaking number. To get filing instructions For e-mail applications, commenters should send and e-mail to ecfs@fcc.gov and should include the following words in the body of the message, "get form your e-mailtaddress," A sample form and directions will be sent in reply.

Paper Filers: Parties who choose to file by paper must file an original and four copies of each application. Applications can be sent by hand or messenger delivery, by commercial overnight courier, or by first-class or overnight U.S. Postal Service mall (although we continue to experience delays in receiving U.S. Postal Service mall). All filings must be addressed to the Commission's Secretary, Office of the Secretary, Federal Communications Commission.

Hand-delivered or messenger delivered applications. The Commission's contractor will receive hand-delivered or messenger-delivered paper filings for the Commission's Secretary at 236 Massachusetts Avenue, NE, Suite 110, Washington, DC 20002. The filing hours at this location are 8:00 a.m. to 7:00 p.m. All hand deliveries must be held together with rubber bands or fasteners. Any envelopes must be disposed of before entering the building. Commercial overnight mail (other than U.S. Postal Service Express Mail and Priority Mail) must be sent to 9300 East Hampton Drive, Capitol Heights MD 20743. U.S. Postal Service first-class, Express, and Priority mall should be addressed to 445 12th Street, SW, Washington DC 20554.

Courtesy Copier. Applicants must also send a courtesy copy of their application to each of the following Individuals: 1) Erika Olsen, (202) 418-2868, erika olsen@fcc.gov; 2) Thomas Buckley, (202) 418-0725, thomas.buckley@fcc.gov; and 3) Jeremy Marcus, (202) 418-0059, teremy.marcus@fcc.gov. Each is located in the Telecommunications Access Policy Division, Wireline Competition Bureau, Federal Communications Commission, 445 12th Street, SW, Washington, WC 20554.

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